NORTH CENTRAL REGIONAL TRANSIT DISTRICT (NCRTD)
FINANCE SUBCOMMITTEE

Friday, April 27, 2012
9:00 a.m. - 11:00 a.m.

NCRTD Conference Room
3600 Rodeo Lane, Suite B 6
Santa Fe, NM 87507

AGENDA

CALL TO ORDER:

Roll Call

ITEMS FOR DISCUSSION/RECOMMENDATION:

A. **Draft FY 13 Budget:** *Sponsor:* Anthony Mortillaro, NCRTD Executive Director.
Attachments: Draft Proposed FY 13 Budget

MATTERS FROM THE SUBCOMMITTEE

ADJOURN

If you are an individual with a disability who is in need of a reader, amplifier, qualified sign language Interpreter, or any other form of auxiliary aid or service to attend or participate in the hearing of the meeting, please contact the NCRTD Executive Assistant at 505-438-3257 at least one week prior to the meeting, or as soon as possible. Public documents, including the agenda and minutes, can be provided in various accessible formats.

Memorandum

To: Chairman Tim Vigil and Members of the Finance Sub-Committee

From: Anthony J. Mortillaro, Executive Director

CC: Kelly Muniz, Finance Manager

Date: April 19, 2012

Re: Proposed Fiscal Year (FY) 2012 Budget

Background: Attached for the Finance Sub-Committee discussion is the proposed FY 13 Budget. Following are the budget highlights which will be discussed in greater detail at the April 27, 2012 meeting.

Revenues:

- The federal revenue projection contained in this budget is premised upon a recommended award of Federal Funds passed through the NMDOT Transit and Rail Division for FY 13.

- NCRTD Transit GRT is based upon current year to date collections and projections of what is likely to transpire in the remainder of the year. As in the past we have chosen to be conservative in estimating for the upcoming budget year and are therefore estimating a flat revenue projection.

- Los Alamos County contribution reflects a decrease of funding from prior years.

- A cash balance carryover is contained in the revenues to account for final payment on the remainder of expenditures related to the new transit center and furniture, fixtures and equipment that will need to be purchased for the new building.

Expenditures:

- Overall Expenditures for FY 13 total $9,764,680. In comparison FY 12 budgeted expenditures totaled $11,070,716. The FY 13 budget expenditures are $1,306,036 less (-11.8%).

- No service reductions. However some routes may be adjusted in the near future based upon the upcoming route assessment and analysis and service plan update.

- No new routes are contemplated unless new recurring revenue can be found or other routes are curtailed and those funds used for the new route.

- Staffing is anticipated to increase by 2 positions. The new positions being requested are custodian and facility maintenance. The Custodial position requested will provide for the daily cleaning of the ~12,000 square foot facility. The Facility Maintenance position will provide for the annual preventative maintenance of the HVAC systems, lighting, plumbing, and landscape and irrigation systems. In addition, this position will also be responsible for the maintenance of all field shelters, bus stops and associated signage, weeds, graffiti and trash removal and light fleet maintenance activities. In addition, we have appropriately classified driver positions that in the past were used as part-time but were actually working as full-time positions as a result there are some increased costs for benefits associated with this adjustment.

- Contractual services will be increasing to account for the update of the Service Plan.

- Utilities and Fuel line items reflect increased expenditures. The utility line item is for natural gas, electric, water, sewer and solid waste removal at the new transit facility. It has been very challenging to project what these costs are likely to be in FY 13 since the District currently does not own any buildings and as a result it has no baseline to project from. Fuel is anticipated to increase over prior years due to ongoing instability in geo-political international relationships which influences gasoline prices.

- Staff compensation reflects a 3% place holder for performance based increases. To date we have not been able to update our compensation plan which was created in 2007 and a wage survey to ensure comparability and competiveness needs to be undertaken. In addition, to ensure long term career development in the Driver position, staff is evaluating the creation of several career ladder classifications and the implications from such will have budgetary impacts that will need to be addressed. Lastly, no funds have been allocated within this budget to address any potential fiscal impacts related to the outcome of a collective bargaining agreement.

- NCRTD GRT allocations for regional services provided to Los Alamos County Atomic City Transit and Santa Fe Trails will remain basically flat and have been calculated on the formula utilized during the FY 12 budget

year. The Rail Runner contribution is a fixed formula and reflects an increase in funding as a result of anticipated increased GRT collections in Santa Fe County.

- Capital Investment Plan (CIP) expenditures align with the 10 year plan that was reviewed, adjusted and accepted by the Board at its March 2012 meeting. Some items contained in the CIP are not funded by matching federal dollars and as such will be paid for by the transit GRT. Those CIP items not federally funded are as follows: exterior HVAC enclosure and entry garage door, photovoltaic system, fueling facility and carryover building construction and furniture, fixtures and equipment and a snow plow attachment.

10 Year Capital Investment Plan: The attached CIP has been updated to reflect and align with the proposed budget.

Long Range Financial Plan: The attached chart reflects an update of the moderate case scenario, the proposed FY 13 budget, and CIP and future revenue and expenditure implications. Overall the District will continue to meet and exceed the Board's requirement for a 25% reserve amount through 2016 provided that no degradation of revenues occurs over the next three years. From 2016 through 2021 the District will need to assess its NCRTD GRT allocation for non-RTD provided services and/or increase its Federal funding for capital and other revenues to offset the reduction in the usage of the reserve to balance the budget. Based upon this Moderate Case Scenario no new routes can be funded unless a reoccurring revenue source is generated.

Recommendation: None

Attachments: Proposed FY 2013 budget

NORTH CENTRAL REGIONAL TRANSIT DISTRICT
FY13 BUDGET REQUEST
Financial Summary

	FY11	FY12		FY13	
	Actual	Budget	Year to Date 4/16/12	Base Request	Total Request
REVENUE SOURCES					
5311	1,037,276.00	1,151,040.00	741,400.00	1,376,040.00	1,376,040.00
5316	137,655.00	151,955.00	99,166.00	182,356.00	182,356.00
5309	51,323.00	616,921.00	131,913.00	0.00	0.00
5304	16,276.00	36,050.00	0.00	36,050.00	36,050.00
Tribal Transit	71,212.00	66,566.00	4,749.00	43,434.00	43,434.00
ARRA Stimilus	303,022.00	0.00	0.00	0.00	0.00
State of Good Repair		632,050.00	616,856.00	280,000.00	280,000.00
Gross Receipts Tax	7,479,786.00	7,075,929.00	4,288,848.00	7,013,800.00	7,013,800.00
LA Contribution	880,000.00	679,173.00	600,000.00	500,000.00	500,000.00
Cash Balance	660,000.00	621,032.00	250,000.00	333,000.00	333,000.00
Miscellaneous	28,716.00	40,000.00	33,205.00	0.00	0.00
TOTAL REVENUE	10,665,266.00	11,070,716.00	6,766,137.00	9,764,680.00	9,764,680.00
EXPENDITURES					
Personal Services	2,165,274.58	2,460,269.00	1,761,725.95	2,529,616.00	2,529,616.00
Contractual Services	190,869.46	293,600.00	158,291.01	419,800.00	419,800.00
Other Expenses	5,406,346.91	5,233,554.00	3,062,254.08	5,302,938.00	5,302,938.00
Capital	1,209,876.28	3,083,293.00	1,742,469.82	1,512,326.00	1,512,326.00
TOTAL EXPENDITURES	8,972,367.23	11,070,716.00	6,724,740.86	9,764,680.00	9,764,680.00

POSITIONS	No. of Employees	FTE
Permanent Full Time (benefits)	47	47
Permanent Part-Time (benefits)	2	1
Part-Time (no benefits)	2	1
Temp Hours	1.1	1.1
TOTAL Positions	52.1	50.1

North Central Regional Transit District
Revenue by Source

Fund Source	Account Title	FY11 Actual	FY12 Budget	FY12 Year to Date 4/16/12	FY13 Base Request
5311/Federal Grant	ADMINISTRATION	526,495.70	604,930.00	418,642.59	482,040.00
5311/Federal Grant	OPERATING	415,192.73	482,110.00	322,756.93	605,000.00
5311/Federal Grant	CAPITAL	95,587.46	64,000.00	0.00	289,000.00
5311 Total		1,037,275.89	1,151,040.00	741,399.52	1,376,040.00
5316 /Federal Grant	JARC/OPERATING	137,655.17	151,955.00	99,166.05	182,356.00
5304/Federal Grant	PLANNING	16,275.60	36,050.00		36,050.00
Federal Grant	Tesuque Tribal FTA	0.00	66,566.00	4,749.00	43,434.00
Federal Grant	Arra Stimulous	303,022.00	0.00	0.00	0.00
Federal Grant	Tribal Transit	71,212.00	0.00	0.00	0.00
5309/Federal Grant	Earmark	51,323.00	616,921.00	131,913.00	0.00
State of Good Repair/Federal Grant	Vehicles	0.00	632,050.00	616,855.96	280,000.00
Total Other Federal Grants		441,832.60	1,351,587.00	753,517.96	359,484.00
Cash Balance	LA Contribution	660,000.00			
Cash Balance	Building	0.00	621,032.00	250,000.00	333,000.00
Cash Balance Total		660,000.00	621,032.00	250,000.00	333,000.00
Los Alamos Contribution	LA Contribution	880,000.00	679,173.00	600,000.00	500,000.00
Gross Receipts Tax		7,479,786.00	7,075,929.00	4,288,847.85	7,013,800.00
Misc.		28,716.34	40,000.00	33,205.45	0.00
Subtototal		8,388,502.34	7,795,102.00	4,922,053.30	7,513,800.00
NCRTD Total		**10,665,266.00**	**11,070,716.00**	**6,766,136.83**	**9,764,680.00**

FY13 Budget Request - EXPENSE ROLL-UP

Acct Title		FY11 Actual	FY12 Budget	FY12 Year to Date 4/16/12	FY13 Base Request	FY13 Total Request
Employee Salaries		1,567,262.67	1,762,152.02	1,258,257.96	1,803,396.00	1,803,396.00
Employee Benefits		598,011.91	677,153.48	503,467.99	714,820.00	714,820.00
	TOTAL	2,165,274.58	2,439,305.50	1,761,725.95	2,518,216.00	2,518,216.00
Contractual Services		190,869.46	293,600.00	158,291.01	419,800.00	419,800.00
	TOTAL	190,869.46	293,600.00	158,291.01	419,800.00	419,800.00
Other Expenses						
Bank Service Charges		30.00	0.00	14.20	25.00	25.00
Penalties & Interest		1,154.95	0.00	9,399.58	500.00	500.00
Postage		1,293.45	2,700.00	1,685.87	1,500.00	1,500.00
Telephone		19,761.97	24,500.00	14,538.32	7,700.00	7,700.00
Cell Phone		5,542.91	4,560.00	2,907.55	5,932.00	5,932.00
Internet - Redi net		0.00	0.00	0.00	6,500.00	6,500.00
Advertising (jobs/grants)		1,524.56	5,000.00	3,000.00	4,500.00	4,500.00
Advertising (marketing)		91,340.09	50,000.00	10,165.03	56,850.00	56,850.00
IT Hardware/Software Support		10,777.48	7,000.00	2,000.00	6,000.00	6,000.00
Dues and Subscriptions		5,952.10	6,100.00	1,460.00	6,600.00	6,600.00
Equipment Rental		4,365.00	4,400.00	3,835.00	6,900.00	6,900.00
Equipment Repair & Maint		7,011.22	6,000.00	2,449.48	5,500.00	5,500.00
Property Insurance		38,927.00	38,963.50	11,560.00	39,000.00	39,000.00
Civil Rights/emp liability		3,500.00	25,000.00	21,119.00	25,000.00	25,000.00
Workers Comp Ins		0.00	73,308.00	73,119.38	70,500.00	70,500.00
Vehicle Insurance		41,371.15	74,425.00	62,267.83	66,000.00	66,000.00
Meals and Meeting Expenses		1,912.29	2,500.00	1,705.00	4,200.00	4,200.00
Office Rent		24,111.16	19,200.00	21,600.00	2,400.00	2,400.00
Utilities		7,941.26	30,500.00	23,696.00	51,700.00	51,700.00
Janitor		4,781.13	6,426.00	7,381.00	1,500.00	1,500.00
Drug and Alcohol Testing		500.00	1,200.00	300.00	1,500.00	1,500.00

Pre-Emp D&A Testing	0.00	0.00	0.00	3,000.00	3,000.00
Printing	3,132.30	8,000.00	4,507.05	19,000.00	19,000.00
Office Supplies	23,453.21	20,000.00	11,480.66	22,690.00	22,690.00
Furn & Equip under 5k	19,392.45	36,000.00	38,031.16	13,000.00	13,000.00
Software - MIP	6,000.00	6,000.00	6,000.00	7,500.00	7,500.00
Janitorial Supplies	723.00	4,700.00	1,221.00	6,000.00	6,000.00
Training/Regist Fees Classes	6,742.14	7,525.00	1,489.96	9,900.00	9,900.00
Mileage	21,494.23	6,150.00	3,695.69	7,150.00	7,150.00
Per Diem	1,424.46	11,300.00	4,198.46	12,461.00	12,461.00
Misc Expenses	0.00	0.00	80.61	3,150.00	3,150.00
City of SF/Los Alamos	2,423,305.92	0.00	0.00	0.00	0.00
Railrunner Operations	2,106,566.52	1,774,344.00	1,522,279.58	1,823,588.00	1,823,588.00
Los Alamos County	0.00	1,415,186.00	536,331.14	1,402,760.00	1,402,760.00
City of Santa Fe	0.00	967,630.00	292,890.14	981,932.00	981,932.00
Building Maintenance	15,966.02	10,000.00	316.96	10,000.00	10,000.00
Supplies	689.00	500.00	500.00	2,000.00	2,000.00
Maint/Machinery/Equipment	5,767.45	1,500.00	110.00	4,000.00	4,000.00
Snow Removal (MA Agora)	6,000.00	6,000.00	3,200.00	6,000.00	6,000.00
Uniforms	8,370.00	10,000.00	3,812.32	14,000.00	14,000.00
Shop Supplies	11,096.84	9,000.00	5,588.72	7,000.00	7,000.00
Physicals	6,258.00	500.00	1,405.79	3,000.00	3,000.00
Fuel	304,352.50	384,000.00	273,575.80	420,000.00	420,000.00
Cell Tower Rental Fees	2,100.00	5,400.00	0.00	5,400.00	5,400.00
Oil & Lubricants	17,402.60	17,000.00	8,602.68	15,000.00	15,000.00
Hazardous Waste Disposal	0.00	4,000.00	0.00	4,000.00	4,000.00
Replacement Parts	45,702.68	43,000.00	24,975.04	38,000.00	38,000.00
Tires	24,826.73	28,000.00	9,918.93	22,000.00	22,000.00
Vehicle Maint	70,270.14	92,000.00	48,823.47	70,000.00	70,000.00
Painting	3,513.00	5,000.00	3,899.68	10,000.00	10,000.00
Wireless/Internet - Bus	0.00	0.00	0.00	1,500.00	1,500.00
TOTALS - Operating Expenses	5,406,346.91	5,254,517.50	3,081,138.08	5,314,338.00	5,314,338.00

Capital Expenses

Buildings	933,119.86	1,989,465.00	949,819.65	180,000.00	180,000.00
Furniture/Fixtures	0.00	223,766.00	13,831.21	192,326.00	192,326.00
Other Capital Expenses	276,756.42	870,062.00	778,818.96	1,140,000.00	1,140,000.00
TOTALS - Capital Expenses	1,209,876.28	3,083,293.00	1,742,469.82	1,512,326.00	1,512,326.00
GRAND TOTAL	8,972,367.23	11,070,716.00	6,743,624.86	9,764,680.00	9,764,680.00

Department - ADMINISTRATION

Acct Title		FY11 Actual	FY12 Budget	FY12 Year to Date 4/16/12	FY13 Base Request	FY13 Total Request
Employee Salaries		271,023.24	269,776.00	188,840.24	290,425.00	290,425.00
Employee Benefits		107,420.25	116,144.60	79,663.05	117,890.68	117,890.68
	TOTAL	378,443.49	385,920.60	268,503.29	408,315.68	408,315.68
Contractual Services		170,199.73	190,100.00	104,791.01	323,500.00	323,500.00
	TOTAL	170,199.73	190,100.00	104,791.01	323,500.00	323,500.00
Other Expenses						
Postage		261.45	500.00	500.00	500.00	500.00
Telephone		9,224.28	8,000.00	7,800.00	2,000.00	2,000.00
Cell Phone		1,343.96	1,500.00	2,200.00	2,022.00	2,022.00
Internet - Redi net		0.00	0.00	0.00	1,500.00	1,500.00
Advertising (jobs/grants)		1,524.56	5,000.00	3,000.00	4,500.00	4,500.00
Advertising (marketing)		91,340.09	50,000.00	10,165.03	56,850.00	56,850.00
IT Hardware/Software Support		4,138.74	1,000.00	400.00	1,000.00	1,000.00
Dues and Subscriptions		5,952.10	5,800.00	1,200.00	5,800.00	5,800.00
Equipment Repair & Maint		1,175.89	1,000.00	338.48	1,000.00	1,000.00
Property Insurance		4,963.50	4,963.50	4,963.50	5,000.00	5,000.00
Civil Rights		0.00	0.00	0.00	0.00	0.00
Vehicle Insurance		0.00	0.00	0.00	0.00	0.00
Meals and Meeting Expenses		1,508.61	2,000.00	1,205.00	3,100.00	3,100.00
Utilities		2,234.54	3,000.00	2,176.00	350.00	350.00
Janitor		3,187.42	3,000.00	3,000.00	500.00	500.00
Drug and Alcohol Testing		0.00	0.00	0.00	0.00	0.00
Printing		626.46	7,000.00	4,149.05	17,000.00	17,000.00
Office Supplies		3,948.63	4,760.00	1,470.66	4,760.00	4,760.00
Furn & Equip under 5k		3,625.00	15,000.00	19,447.00	3,000.00	3,000.00
Janitorial Supplies		0.00	350.00	350.00	0.00	0.00

Training	4,599.00	4,025.00	1,000.03	4,000.00	4,000.00
Mileage/fares	19,607.23	4,100.00	2,743.69	4,100.00	4,100.00
Per Diem	0.00	7,000.00	2,063.50	6,961.00	6,961.00
Misc Expenses	0.00	0.00	0.00	2,500.00	2,500.00
TOTAL	159,261.46	127,998.50	68,171.94	126,443.00	126,443.00
GRAND TOTAL	707,904.68	704,019.10	441,466.24	858,258.68	858,258.68

POSITIONS	No. of Employees	FTE
Permanent Full Time (benefits)		
Executive Director	1	1
Executive Assistant	1	1
Marketing Manager/PIO	1	1
Speical Project Manager	1	1
TOTAL Positions	4	4

Department - FINANCE

Acct Title		FY11 Actual	FY12 Budget	FY12 Year to Date 4/16/12	FY13 Base Request	FY13 Total Request
Employee Salaries		161,848.25	153,462.39	115,096.79	157,385.00	157,385.00
Employee Benefits		55,548.50	59,778.01	44,833.51	72,210.93	72,210.93
	TOTAL	217,396.75	213,240.40	159,930.30	229,595.93	229,595.93
Contractual Services		20,669.73	35,000.00	53,500.00	29,500.00	29,500.00
	TOTAL	20,669.73	35,000.00	53,500.00	29,500.00	29,500.00
Other Expenses						
Bank Service Charges		30.00	0.00	14.20	25.00	25.00
Penalties & Interest		1,154.95	0.00	9,399.58	500.00	500.00
Postage		500.00	1,500.00	597.87	700.00	700.00
Telephone		1,650.00	1,500.00	1,235.00	1,500.00	1,500.00
Cell Phone		0.00	0.00	0.00	0.00	0.00
Internet - Redi net		0.00	0.00	0.00	1,500.00	1,500.00
Advertising (jobs/grants)		0.00	0.00	0.00	0.00	0.00
IT Hardware/Software Support		2,000.00	2,000.00	400.00	2,000.00	2,000.00
Software - MIP		6,000.00	6,000.00	6,000.00	7,500.00	7,500.00
Dues and Subscriptions		0.00	300.00	260.00	500.00	500.00
Equipment Rental		2,400.00	2,400.00	2,230.00	4,900.00	4,900.00
Equipment Repair & Maint		1,175.89	1,000.00	0.00	2,000.00	2,000.00
Property Insurance		4,963.50	5,000.00	4,963.50	5,000.00	5,000.00
Civil Rights		0.00	0.00	0.00	0.00	0.00
Vehicle Insurance		0.00	0.00	0.00	0.00	0.00
Meals and Meeting Expenses		0.00	0.00	0.00	300.00	300.00
Office Rent		24,111.16	19,200.00	21,600.00	2,400.00	2,400.00
Utilities		1,117.27	3,000.00	2,176.00	350.00	350.00
Janitor (contract emp)		1,593.71	3,426.00	4,381.00	1,000.00	1,000.00
Drug and Alcohol Testing		0.00	0.00	0.00	0.00	0.00

Printing	626.46	0.00	0.00	1,000.00	1,000.00
Office Supplies	3,948.63	3,810.00	600.00	5,810.00	5,810.00
Furn & Equip under 5k	10,000.00	15,000.00	15,000.00	3,000.00	3,000.00
Janitorial Supplies	0.00	350.00	0.00	0.00	0.00
Training	462.65	500.00	361.93	2,400.00	2,400.00
Mileage/Fares	36.67	500.00	200.00	1,500.00	1,500.00
Per Diem	256.00	2,000.00	500.00	2,000.00	2,000.00
Misc Expenses	0.00	0.00	80.61	150.00	150.00
TOTAL	62,026.89	67,486.00	69,999.69	46,035.00	46,035.00
GRAND TOTAL	300,093.37	315,726.40	283,429.99	305,130.93	305,130.93

POSITIONS	No. of Employees	FTE
Permanent Full Time (benefits)		
Finance Manager	1	1
Financial Analyst	1	1
Financial Specialist	1	1
TOTAL Positions	3	3

Department - OPERATIONS ADMIN

Acct Title		FY11 Actual	FY12 Budget	FY12 Year to Date 4/16/12	FY13 Base Request	FY13 Total Request
Employee Salaries		224,063.80	225,966.00	145,896.88	184,974.00	184,974.00
Employee Benefits		61,510.16	72,072.46	56,211.00	64,319.74	64,319.74
	TOTAL	285,573.96	298,038.46	202,107.88	249,293.74	249,293.74
Contractual Services		0.00	0.00	0.00	2,500.00	2,500.00
	TOTAL				2,500.00	2,500.00
Other Expenses						
Postage		132.00	200.00	88.00	100.00	100.00
Telephone		6,402.69	3,000.00	542.11	1,500.00	1,500.00
Cell Phone		2,744.95	236.00	169.00	1,086.00	1,086.00
Internet - Redi net		0.00	0.00	0.00	1,000.00	1,000.00
Advertising (jobs/grants)		0.00	0.00	0.00	0.00	0.00
IT Hardware/Software Support		2,069.37	1,000.00	400.00	1,000.00	1,000.00
Dues and Subscriptions		0.00	0.00	0.00	300.00	300.00
Equipment Rental		1,965.00	2,000.00	1,605.00	2,000.00	2,000.00
Equipment Repair & Maint		1,307.66	500.00	359.00	500.00	500.00
Property Insurance		0.00	0.00	0.00	0.00	0.00
Civil Rights		0.00	0.00	0.00	0.00	0.00
Vehicle Insurance		0.00	0.00	0.00	0.00	0.00
Meals and Meeting Expenses		0.00	0.00	0.00	0.00	0.00
Utilities		1,463.60	3,000.00	2,258.00	0.00	0.00
Janitor		0.00	0.00	0.00	0.00	0.00
Drug and Alcohol Testing		0.00	0.00	0.00	0.00	0.00
Printing/Copying		626.46	500.00	358.00	500.00	500.00
Office Supplies		4,658.69	3,810.00	4,200.00	3,810.00	3,810.00
Furn & Equip under 5k		1,500.00	4,000.00	2,434.16	4,000.00	4,000.00
Janitorial Supplies		0.00	500.00	0.00	0.00	0.00

Training	608.71	500.00	128.00	1,000.00	1,000.00
Mileage/Fares	1,446.85	700.00	0.00	700.00	700.00
Per Diem	358.46	1,300.00	958.96	1,300.00	1,300.00
Misc Expenses	0.00	0.00	0.00	0.00	0.00
TOTAL	25,284.44	21,246.00	13,500.23	18,796.00	18,796.00
GRAND TOTAL	310,858.40	319,284.46	215,608.11	270,589.74	270,589.74

POSITIONS	No. of Employees	FTE
Permanent Full Time (benefits)		
Transit Operations Manager	1	1
Operations Analyst	1	1
Service Development Manager	1	1
TOTAL Positions	3	3

Department - OPERATIONS - DRIVERS

Acct Title	FY11 Actual	FY12 Budget	FY12 Year to Date 4/16/12	FY13 Base Request	FY13 Total Request
Employee Salaries	922,484.18	1,120,545.63	774,488.05	1,072,935.00	1,072,935.00
Employee Benefits	354,617.32	405,354.50	305,880.00	415,496.01	415,496.01
TOTAL	1,277,101.50	1,525,900.13	1,080,368.05	1,488,431.01	1,488,431.01
Contractual Services					
TOTAL					
Other Expenses					
Postage	300.00	500.00	500.00	0.00	0.00
Telephone	1,485.00	5,000.00	2,825.04	1,500.00	1,500.00
Cell Phone	854.00	2,200.00	434.55	2,200.00	2,200.00
Internet - Redi net	0.00	0.00	0.00	1,500.00	1,500.00
Advertising (jobs/grants)	0.00	0.00	0.00	0.00	0.00
IT Hardware/Software Support	2,069.37	1,000.00	400.00	1,000.00	1,000.00
Dues and Subscriptions	0.00	0.00	0.00	0.00	0.00
Equipment Repair & Maint	1,175.89	1,500.00	1,452.00	1,000.00	1,000.00
Property Insurance	0.00	0.00	0.00	0.00	0.00
Civil Rights/emp liab	3,500.00	25,000.00	21,119.00	25,000.00	25,000.00
Workers Compensation Ins		73,308.00	73,119.38	70,500.00	70,500.00
Vehicle Insurance	0.00	0.00	0.00	0.00	0.00
Meals and Meeting Expenses	403.68	500.00	500.00	800.00	800.00
Utilities	2,500.00	16,500.00	13,586.00	1,000.00	1,000.00
Janitor	0.00	0.00	0.00	0.00	0.00
NMDOT Drug and Alcohol Testing	500.00	1,200.00	300.00	1,500.00	1,500.00
Pre-Emp D&A Testing	0.00	0.00	0.00	3,000.00	3,000.00
Printing	626.46	500.00	0.00	500.00	500.00
Office Supplies	5,448.63	3,810.00	3,500.00	4,500.00	4,500.00
Supplies	689.00	500.00	500.00	2,000.00	2,000.00

Furn & Equip under 5k	1,767.45	1,000.00	1,000.00	1,000.00	1,000.00
Janitorial Supplies	423.00	2,440.00	521.00	0.00	0.00
Training	771.78	2,000.00	0.00	2,000.00	2,000.00
Mileage/Fares	188.88	500.00	482.00	500.00	500.00
Per Diem	382.00	700.00	389.00	1,900.00	1,900.00
Misc Expenses	0.00	0.00	0.00	500.00	500.00
Uniforms	8,370.00	10,000.00	3,812.32	14,000.00	14,000.00
Physicals	6,258.00	500.00	1,405.79	3,000.00	3,000.00
Wireless/Internet - Bus	0.00	0.00	0.00	1,500.00	1,500.00
TOTAL	37,713.14	148,658.00	125,846.08	140,400.00	140,400.00
GRAND TOTAL	1,314,814.64	1,674,558.13	1,206,214.13	1,628,831.01	1,628,831.01

POSITIONS	No. of Employees	FTE
Permanent Full Time (benefits)		
Route Supervisors	2	2
Dispatchers	2	2
Drivers	30	30
Permanent Part-Time (benefits)		
Drivers	2	1
Part-Time (no benefits)		
Drivers	2	1
Temp Hours @ 2288	1.1	1.1
TOTAL Positions	39.1	37.1

Department - FLEET/FACILITY

Acct Title		FY11 Actual	FY12 Budget	FY12 Year to Date 4/16/12	FY13 Base Request	FY13 Total Request
Employee Salaries		40,883.20	40,794.00	33,936.00	97,677.00	97,677.00
Employee Benefits		18,915.68	23,803.91	16,880.43	44,902.64	44,902.64
	TOTAL	59,798.88	64,597.91	50,816.43	142,579.64	142,579.64
Contractual Services		0.00	62,500.00	0.00	64,300.00	64,300.00
	TOTAL	0.00	62,500.00	0.00	64,300.00	64,300.00
Other Expenses						
Postage		100.00	0.00	0.00	200.00	200.00
Telephone		1,000.00	7,000.00	2,136.17	1,200.00	1,200.00
Cell Phone		600.00	624.00	104.00	624.00	624.00
Internet - Redi net		0.00	0.00	0.00	1,000.00	1,000.00
Advertising (jobs/grants)		0.00	0.00	0.00	0.00	0.00
IT Hardware/Software Support		500.00	2,000.00	400.00	1,000.00	1,000.00
Dues and Subscriptions		0.00	0.00	0.00	0.00	0.00
Equipment Repair & Maint		2,175.89	2,000.00	300.00	1,000.00	1,000.00
Property Insurance		29,000.00	29,000.00	1,633.00	29,000.00	29,000.00
Civil Rights		0.00	0.00	0.00	0.00	0.00
Vehicle Insurance		41,371.15	74,425.00	62,267.83	66,000.00	66,000.00
Meals and Meeting Expenses		0.00	0.00	0.00	0.00	0.00
Utilities		625.85	5,000.00	3,500.00	50,000.00	50,000.00
Printing/Copying		626.46	0.00	0.00	0.00	0.00
Office Supplies		5,448.63	3,810.00	1,710.00	3,810.00	3,810.00
Furn & Equip under 5k		2,500.00	1,000.00	150.00	2,000.00	2,000.00
Janitorial Supplies		300.00	1,060.00	350.00	6,000.00	6,000.00
Training		300.00	500.00	0.00	500.00	500.00
Mileage/Fares		214.60	350.00	270.00	350.00	350.00
Per Diem		428.00	300.00	287.00	300.00	300.00
Misc Expenses		0.00	0.00	0.00	0.00	0.00

Maint/Machinery/Equipment	5,767.45	1,500.00	110.00	4,000.00	4,000.00
Building Maintenance	15,966.02	10,000.00	316.96	10,000.00	10,000.00
Snow Removal (MA Agora)	6,000.00	6,000.00	3,200.00	6,000.00	6,000.00
Shop Supplies	11,096.84	9,000.00	5,588.72	7,000.00	7,000.00
Fuel	304,352.50	384,000.00	273,575.80	420,000.00	420,000.00
Cell Tower Rental Fees	2,100.00	5,400.00	0.00	5,400.00	5,400.00
Oil & Lubricants	17,402.60	17,000.00	8,602.68	15,000.00	15,000.00
Hazardous Waste Disposal	0.00	4,000.00	0.00	4,000.00	4,000.00
Replacement Parts	45,702.68	43,000.00	24,975.04	38,000.00	38,000.00
Tires	24,826.73	28,000.00	9,918.93	22,000.00	22,000.00
Vehicle Maint	70,270.14	92,000.00	48,823.47	70,000.00	70,000.00
Painting	3,513.00	5,000.00	3,899.68	10,000.00	10,000.00
TOTAL	592,188.54	731,969.00	452,119.28	774,384.00	774,384.00
GRAND TOTAL	651,987.42	859,066.91	502,935.71	981,263.64	981,263.64

POSITIONS	No. of Employees	FTE
Permanent Full Time (benefits)		
Fleet/Facility Maintenance Manager	1	1
Facility Maintenance	1	1
Custodian	1	1
TOTAL Positions	3	3

Department - OPERATIONS - NON RTD

Acct Title	FY11 Actual	FY12 Budget	FY12 Year to Date 4/16/12	FY13 Base Request	FY13 Total Request
City of SF/Los Alamos	2,423,305.92				
Railrunner Operations	2,106,566.52	1,774,344.00	1,522,279.58	1,823,588.00	1,823,588.00
Los Alamos County	0.00	1,415,186.00	536,331.14	1,402,760.00	1,402,760.00
City of Santa Fe	0.00	967,630.00	292,890.14	981,932.00	981,932.00
GRAND TOTAL	4,529,872.44	4,157,160.00	2,351,500.86	4,208,280.00	4,208,280.00

Department - CAPITAL

GL Code	Acct Title	FY11 Actual	FY12 Budget	FY12 Year to Date	FY13 Base Request	FY13 Total Request
	Other Expenditures					
6330105	Buildings	933,119.86	1,989,465.00	949,819.65	180,000.00	180,000.00
	Exterior HVAC Enclosure and entry garage door				30,000.00	
	Photovoltaic Electrical production				150,000.00	
	Bus Shelters	52,429.63	76,421.00	8,819.94		
	Buildings	880,690.23	1,913,044.00	940,999.71		
6330115	Furniture/Fixtures	0.00	223,766.00	13,831.21	192,326.00	192,326.00
	Fueling Facility				112,326.00	
	Shelters, Signage, Trash Recepticals and Schedule Holders				80,000.00	
	Furniture/Fixtures & Equipment		223,766.00	13,831.21		
6330125	Other Capital Expenses	276,756.42	870,062.00	778,818.96	1,140,000.00	1,140,000.00
	Scheduleing, Reporting, Vehicle Location Software				450,000.00	
	Fleet 4 buses	265,880.00	870,062.00	771,069.96	350,000.00	
	Mobile Radios	10,876.42		7,749.00	0.00	
	Building Construction / FFE Carryover				333,000.00	
	Plow for front of RTD truck for snow removal				7,000.00	